MITRATECH

The Future of HR, Today.

Talent Acquisition	OFCCP Compliance	Background Screening
I-9 Compliance	Performance Management	Learning Management
Training & Ethics Reporting	Policy Management	Workflow Automation
HR Compliance	Immigration Case Management	

Who is Mitratech?

More than half of organizations still rely on outdated or fragmented HR systems. This can lead to a host of problems, including compliance risks, inefficient workflows, and a negative impact on employee experience. By investing in a modern HR tech stack, organizations can streamline operations, reduce costs, and position themselves for future growth.

Mitratech: Your Partner in HR Excellence

We're here to help you navigate these complexities and optimize every stage of the employee lifecycle. With customizable templates, drag-and-drop simplicity, and intuitive user interfaces, Mitratech's comprehensive HR Compliance portfolio ensures that employees at every level of your organization are empowered with the information they need, when they need it— elevating efficiency and time-to-value. Our comprehensive HR compliance solutions empower your team to:

Recruit and Hire
Attract top talent, streamline onboarding, and ensure a smooth start for new hires.

Develop and Engage
Provide ongoing training, performance management, and career development opportunities.

Retain and Upskill
Recognize and keep top performers, creating a positive work culture to boost employee satisfaction.

Offboard Effectively
Manage departures smoothly and ensure a seamless transition.

From recruitment to retirement, the employee lifecycle is more complex than ever. With evolving regulations, a tight talent market, and the need to maintain a positive employee experience, **HR teams face a constant barrage of challenges.**

Our Solutions, Your Success

With our user-friendly solutions, you can:

Simplify Compliance
Ensure adherence to complex regulations, both domestic & international.

Enhance the Employee Experience
Create a positive and productive work environment.

Make Data-Driven Decisions
Gain valuable insights into your workforce.

Efficient Talent Acquisition, Simplified

Mitratech's high-volume, hourly hiring platform streamlines your hiring process, reduces time-to-hire, and ensures a smooth onboarding experience for location-based and high-volume hiring.

Recruit

Streamline your hiring process with our powerful platform. Quickly fill hourly positions and improve your time-to-hire with features like:

- Faster Screening
- Mobile-Optimized Job Posting
- Career Site Builders

Hire

Every minute counts when trying to make a good decision. Delays can cost you top talent. Our platform empowers you to:

- Automate Tasks
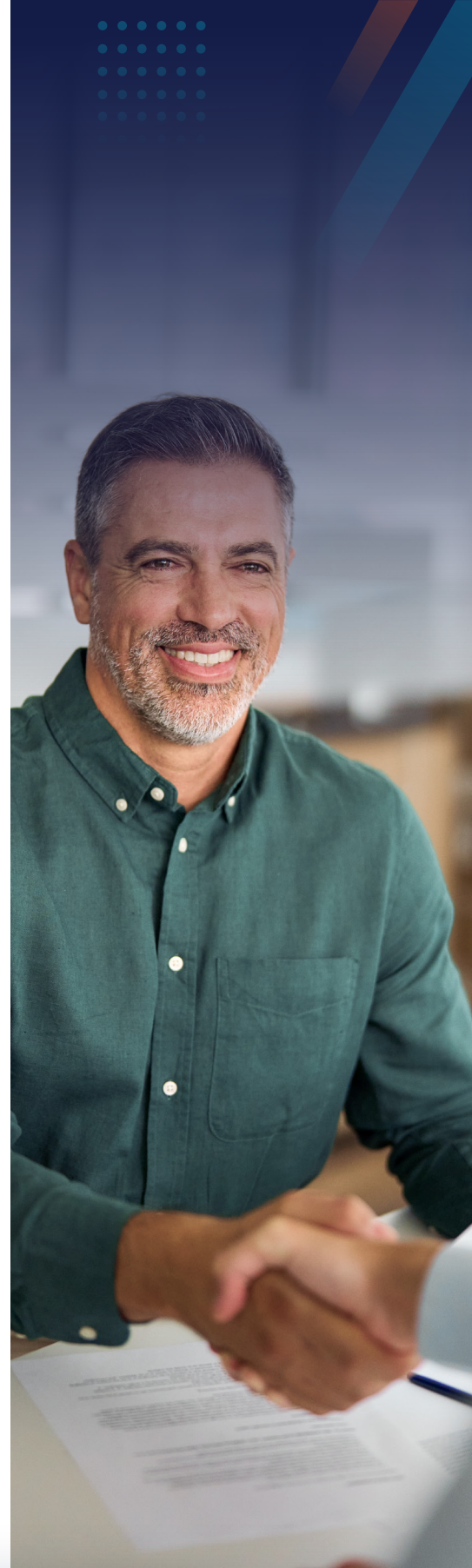- Enhance Candidate Experience
- Ensure Compliance

Leverage Mitratech's Platform to See Results

Up to a **369% increase** in applicant flow

Application drop-off rates as **low as 12%**

New hire onboarding in **5-10 minutes**

43% faster time-to-hire

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In the three months before switching to Mitratech, Crestline Hotels & Resorts was seeing an average of approximately 2,000 candidates per month. With Mitratech, they saw 9,845 in the first month alone — **an increase of 369%**."

- **Chris Rutt,** VP of Talent Acquisition & Development, *Crestline Hotels & Resorts*

Advanced OFCCP Software for Today's Workforce

Mitratech provides OFCCP compliance management solutions to meet federal contractor guidelines as well as to create a hiring process that looks at the total talent pool.

ABI - DEI Calendar & Content Library

Resources & DEI calendar focused on best practices to support DEI strategies and consistent employee engagement.

Employer Branding

Be the sought-after brand. Show job seekers you embrace diversity through branded profiles, social, Google for Jobs integration, and targeted marketing.

Talent Sourcing

Access an expansive, searchable network of 169M+ diverse candidates while removing job ad bias and focusing on the most qualified candidates.

Training Solution

Exceptional eLearning libraries that drive winning cultues, mitigate risks, and meet regulatory standards to stimulate lasting performance and success.

Work Opportunity Tax Credit & Employee Retention Credit

Receive tax credits of up to $9,600 per employee for WOTC and up to $33,000 in ERC's per employee. No cost upfront.

MORE THAN AUDIT SUPPORT

1M+
monthly job board visitors

90%
client renewal rate

15,500
community-based organizations

26%
applicant click conversion rate - nearly 5X greater thar the 5% industry average*

*Jobvites 2019 data

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Services are effective and efficient, good ROI for their fee structure. Easy to work with. Provide value and information to us as a client."

–**Terri S.,** Retail Industry

Criminal Background Check

Credit Check

Employment Verification

Education Verification

Professional License Verification

Drug Testing

Driving Record Check

Reference Check

BACKGROUND SCREENING

Faster, Smarter, and Candidate-Friendly Background Checks

Accelerate your hiring process without compromising compliance. Mitratech's AssureHire automation delivers lightning-fast, 100% compliant screenings, complete with continuous post-hire monitoring.

Onboard Faster

Accelerate your hiring process with industry-leading mobile texting and candidate experience. Get applicant consent 87% faster and complete most background checks in less than 48 hours.

Flexible Integrations

Unify your hiring process with Mitratech's screening. Our customizable integrations allow you to seamlessly integrate background checks into your existing ATS/HRIS/ERP system, saving you time and effort.

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We've streamlined our hiring process and **decreased turnaround time by up to 95%** for some checks without sacrificing accuracy."

- **Jenny Lockyard,** Director of Associate Benefits, *Heidelberg Distributing Company*

Millions of I-9s.
Zero fines.

ICE Enforcement is on the rise. With increased funding and a surge in audits, employers face unprecedented scrutiny. A staggering **60-80%** of paper Form I-9s are **incomplete or contain errors**, leaving businesses vulnerable to hefty fines and potential legal action. Don't let your company become the next target.

I-9 Support

Fully automate new-hire I-9s from one intuitive dashboard while ensuring 100% compliance — every time.

Digital

Still storing paper I-9 forms? Our experienced team will securely scan and digitize your archived paper I-9s, ensuring complete compliance.

Remote Verification

Mitratech's I-9 Pro uses our own compliance & I-9 experts to make virtual I-9 verification and onboarding remote new hires easy.

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Mitratech makes it is almost impossible for our managers to fill out an I-9 field incorrectly."

- **Mark Ketchem,** HR Manager, *Shaw Industries*

Performance Management Built For the Modern Workforce

Simplify and automate your performance review process with Mitratech. Easily customize review templates, set clear goals, and provide continuous feedback. By streamlining workflows and fostering open communication, you can drive employee engagement and improve overall performance.

Annual Review Automation

Revolutionize your performance review process. Mitratech streamlines reviews, provides actionable feedback, and drives employee growth.

Self-Appraisals

Empower employees to drive their own development. Self-reflection prompts personal growth and accountability.

Goal Setting

Set the stage for success. Collaborative goal-setting aligns individual and organizational objectives, driving performance and motivation.

360-Degree Reviews

Our 360-degree feedback tool provides a holistic view of employee performance, driving growth & development.
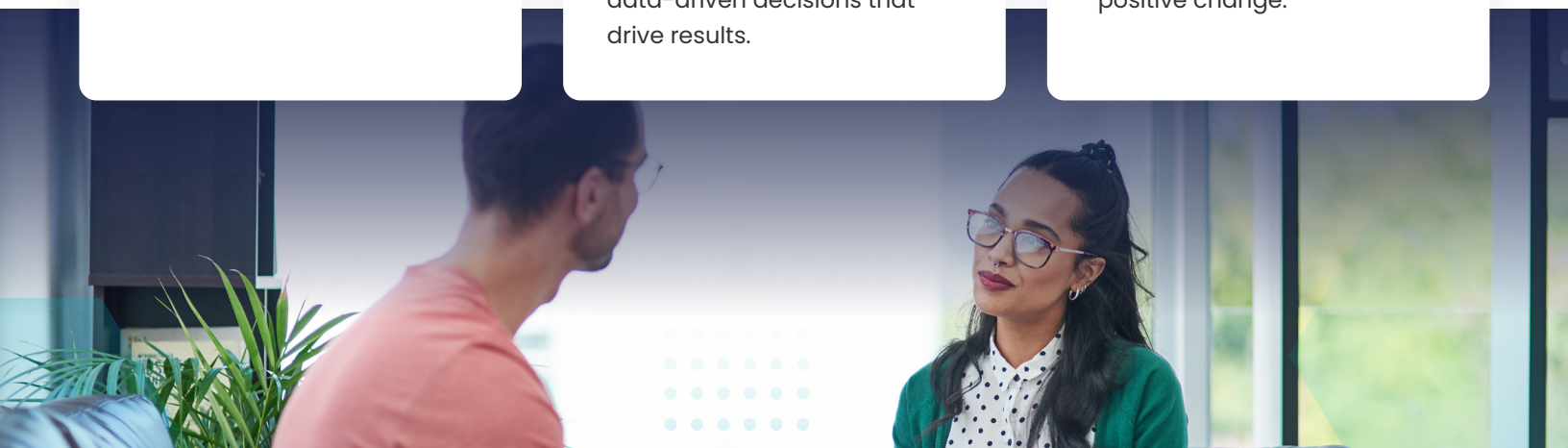
Detailed Reporting

Gain actionable insights. Generate custom reports to identify trends, assess performance, and make data-driven decisions that drive results.

Engagement Surveys

Boost employee engagement. Conduct regular surveys to gauge employee satisfaction, identify pain points, and drive positive change.

Promote Upskilling & Training To Become a Skills-First Organization

Elevate your training and development. Mitratech simplifies the creation and delivery of engaging learning experiences. With our intuitive platform, you can easily track employee progress, measure learning outcomes, and foster a culture of continuous improvement.

Course Design
Create engaging, customized courses effortlessly. Our intuitive authoring tools allow you to build effective training materials that align with your learning objectives.

Learning Delivery
Empower your workforce with flexible learning options. Deliver training through synchronous or asynchronous methods to meet the unique needs of your learners.

Create Learning Pathways
Tailor learning experiences to individual needs. Create personalized learning paths to drive employee development and boost performance.

Training Administration
Simplify training management. Automate tasks, track progress, and ensure compliance with ease.

Reporting & Analytics
Gain valuable insights. Track key metrics, measure impact, and make data-driven decisions to optimize your training programs.

Integrations
Connect your training initiatives. Seamlessly integrate with other HR systems to create a unified talent development solution.

Empower Your Workforce, Protect Your Culture

As an HR professional, you understand the importance of fostering a safe, ethical workplace. Mitratech empowers you to achieve this goal with a comprehensive suite of Training and Ethics Hotline solutions designed specifically for HR and compliance leaders.

TRAINING SOLUTIONS	COMPREHENSIVE ETHICS REPORTING
Trusted Training Gets You Compliant Modern, engaging online courses (harassment, code of conduct, etc.) developed by legal experts ensure your workforce is trained and compliant.	**Secure & Anonymous Reporting** Encourage open communication by providing a safe, secure way to report concerns anytime, anywhere, through multiple channels (web, phone, app, etc.) with guaranteed anonymity.
Content by Industry Experts Learn from the best. Courses are developed by experienced practitioners, ensuring relevant and up-to-date content.	**Streamlined Case Management** Efficiently manage reported issues with a user-friendly, secure case management system that facilitates action.
Inspire & Grow Your Workforce Access an expansive, searchable network of 169M+ diverse candidates while removing job ad bias and focusing on the most qualified candidates.	**Inspire & Grow Your Workforce** Gain valuable data and trends through robust analytics and ethics reporting to improve your Speak Up Culture.

Cost-Effectiveness
Enjoy significant savings

Expert Support
Dedicated customer support & ongoing guidance

Customization
Tailor the program to your needs

Easy, Intuitive, and Effortless Policy Management

Mitratech's best-in-class case and policy management solutions expertly guide organizations through complex procedures and regulatory processes while creating a digital audit trail to drive compliance.

Making Policy Management Easy

Ready to power more agile and proactive policy management to sustain business continuity? Save time, cut costs, and avoid compliance concerns with key capabilities like:

Improved Immigration Compliance and Visa Management

Companies with international employees have their own set of compliance requirements to meet, but luckily, our HR solutions provide flexible workflows to ensure policies are up-to-date, approved, and distributed.

Optimized Onboarding and Offboarding

With our policy management solutions, it's easy to set up policies and procedures so a new or exiting employee is automatically sent required forms or documents. Once complete, they're immediately routed to the right stakeholders.

Save Time, Reduce Stress and Improve Compliance

Mitratech's easy-to-use solutions and built-in features empower proactive, cost-effective policy management that delivers the results HR teams really need — now more than ever.

Company Directory Integration

Store your company's org chart with a simple CSV upload, giving you a comprehensive, and top-down view of policy compliance.

Line Manager Delegation

With Mitratech's policy management solutions, HR teams can optionally delegate management of policy compliance to line managers across the business rather than managing it themselves.

HR and Business Process Automation for the Employee Lifecycle

Manual processes and communication roadblocks caused by siloed information can be detrimental to daily operations, especially as it relates to managing the time-sensitive elements of the employee lifecycle. Mitratech's intuitive, no-code workflow automation solution, TAP, empowers teams to automate nearly any repetitive or manual process so they can focus on actually doing the work, not wrestling with workflows.

COMMON USE CASES

Onboarding

Offboarding

Form I-9 Processing

Work Authorization Revalidation

Ask HR Anything

Voluntary Resignations

HR Development

Work-from-Home Requests

Business Travel Requests

Why Are HR Teams Turning to Process Automation?

- **Mitratech's workflow automation software shortens employee lifecycle challenges** by expediting processes and capturing all relevant information for routing to those who need to be notified about employee activities, whether that be IT, hiring managers, Legal, Finance, or others

- **Pre-built, customizable workflow templates** are designed to help with onboarding, offboarding, and I-9 processes.

- **Rapid ROI** is seen from immediately automating repetitive and high-volume processes.

- **More time** to focus on more strategic and high-value work.

- **Centralized dashboards and audit trails** for tracking and auditing all process steps drive better governance and compliance.

- **Mitratech's co-innovation community** allows global users to share workflow ideas, best practices, and advice.

- **Increase visibility and alignment** across the organization by eliminating siloed data that is hard to access, and sharing the right information more efficiently.

HR COMPLIANCE

HR and Compliance Services & Platform

Powered by a mix of data, technology, and human expertise, Mineral Platform offers innovative tools and resources to keep your organization on track.

With the Essentials platform package, you have access to:

Smart Employee Handbook
Easily create Federal & single state compliant handbooks in minutes. Quickly incorporate updates with automated notifications.

Human Resources Tools
Job description builder, salary comparison tool, mimimum wage map, calculators, OSHA logs, toolkits, webinars, & more

Learning Management System (LMS)
Over 145+ e-learning courses, plus a custom course uploader tool, users earn certificates upon completion

Live Mineral Experts™
Unlimited access to an in-house team of ~80 certified HR experts ready to answer your HR and compliance questions

Branded Law Alerts & Newsletters
Sent via e-mail to your clients, tailored to their business, weekly & monthly

Benefits Documents Creator
Meets Erisa requirements: Wrap, HRA, QTP, POP, FSA, dedicated support

HR Compliance Library
Law Alerts, up-to-date notifications, HR Assessment tool, compliance calendar

OSHA300
Create summaries of work-related injuries and illnesses for employees to see

PREMIUM PRODUCTS

Smart Employee Handbook Plus
A Smart Employee Handbook builder that covers multiple states, including select local policies, and more.

Premium Learn course catalogs
Further expand training across popular topics not available in the core course offerings in Mineral Essential. (460 courses)

Anonymous Reporting
A tool for businesses and employees to manage communication and resolution confidentially.

Guided HR Compliance
A bundled solution that matches a Dedicated Expert with your business to support specific HR needs and goals.

Mineral Intelligence
Mineral Intelligence is a compliance watchdog, continuously monitoring over 3,000 federal and state legislation changes on your behalf.

- ✓ Continuous monitoring of HR & compliance legislation
- ✓ Proactive, actionable notifications
- ✓ Organized to-do lists

Revolutionizing Immigration Case Management

Tired of spending countless hours on mundane tasks? Mitratech's immigration case management software is designed to revolutionize your workflow. By automating repetitive tasks, such as data entry and form filling, you can save up to a third of your time. This newfound efficiency allows you to focus on high-value activities, like strategic client counseling and complex case analysis.

Save roughly 1/3 of your time spent on paperwork and manual data entry

Collaboration and Communication

Build stronger client relationships with Mitratech's secure client portal. By providing transparent and timely communication, you can foster trust and confidence. Share important documents, track case progress, and set reminders, all in one convenient location.

Powerful Reporting and Analytics

The future of immigration practice is data-driven. Mitratech's comprehensive reporting and analytics tools provide you with the tools you need to stay ahead of the curve. By leveraging real-time data, you can make informed decisions, optimize your resources, and drive growth.

Customization and Integration

Your practice, your way. Mitratech's flexible platform allows you to tailor your workflows, forms, and templates to fit your unique needs. Seamlessly integrate with your favorite third-party tools to streamline your processes and eliminate redundant tasks.

Unparalleled Security and Support

Partner with a company you can trust. Mitratech offers a secure and reliable platform, backed by robust infrastructure and expert support. Our commitment to your data security and success ensures a worry-free experience.

> **"**
>
> Mitratech gives a platform that rivals any other larger-firm, proprietary platform that exists - and is probably better in many ways. It's been reliable since day one."
>
> - **Jake Lipman,** CEO, *VisaWol*f

MITRATECH

About Mitratech

Mitratech has a 35-year history as a leader in providing technology and services that empower organizations to automate compliance, manage risks, increase efficiency, control costs, and scale for the future.

With an increase in remote and dispersed workforces, emerging technology, and rapidly changing regulations, teams across legal, risk, and human resources (HR) are collaborating now more than ever. Mitratech has emerged as the only partner delivering fully automated compliance and transparency across these three critical operational functions.

Mitratech's integrated technology portfolio powers end-to-end talent strategy and predictive HR compliance with world-class solutions for DEI, OFCCP compliance, talent acquisition and workforce analytics, learning and performance management, comprehensive background screening, ethic hotlines & reporting, award-winning I-9 compliance, policy management, and more.

Mitratech serves over 20,000 organizations worldwide, spanning more than 160 countries. For more information, please visit: www.mitratech.com.

AWARD-WINNING SOLUTIONS

MITRATECH
EMPOWER. AUTOMATE. ELEVATE.
Talent Management: Best Talent Intelligence Solution

MITRATECH
EMPOWER. AUTOMATE. ELEVATE.
Talent Acquisition: Best Comprehensive Solution

MITRATECH
EMPOWER. AUTOMATE. ELEVATE.
Core HR / Workforce: Best DEI-Enabling Solution

MITRATECH
EMPOWER. AUTOMATE. ELEVATE.
Core HR/Workforce: Best Small Business-Focused Solution

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